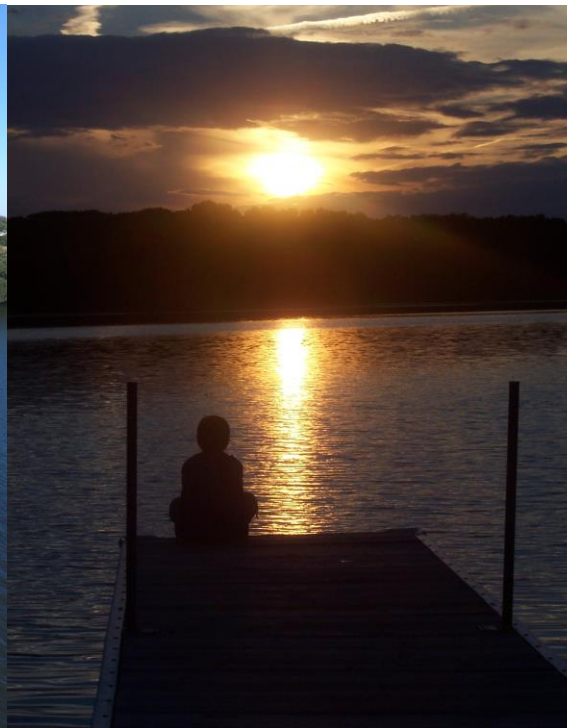




Annual Report of Municipal Services FY2022



CITY OF FAIRMONT, MINNESOTA

2022

ANNUAL REPORT OF MUNICIPAL SERVICES

MAYOR AND CITY COUNCIL

DEBORAH FOSTER, **CITY MAYOR**

MICHELE MILLER, **COUNCIL MEMBER AT LARGE**

BRUCE PETERS, **COUNCIL MEMBER**

BRITNEY KAWECKI, **COUNCIL MEMBER**

RANDY LUBENOW, **COUNCIL MEMBER**

WAYNE HASEK, **COUNCIL MEMBER**

CITY STAFF

CATHY REYNOLDS, **CITY ADMINISTRATOR**

PATTY MONSEN, **CITY CLERK**

PAUL HOYE, **FINANCE DIRECTOR**

TROY NEMMERS, **DIRECTOR OF PUBLIC WORKS/CITY ENGINEER**

DOUG HARSTAD, **BUILDING OFFICIAL**

MICHAEL HUNTER, **POLICE CHIEF**

BRYAN KASTNING, **FIRE CHIEF**

NED KOPPEN, **ECONOMIC DEVELOPMENT COORDINATOR**

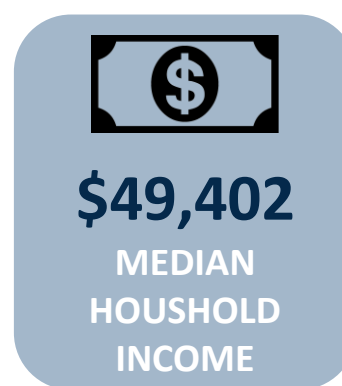
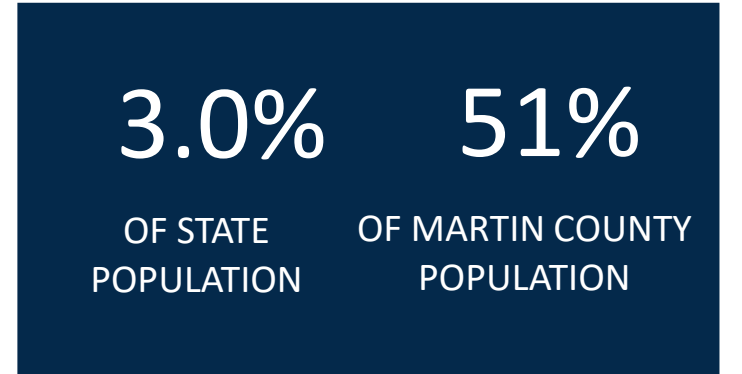
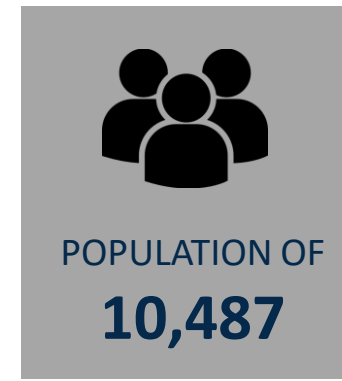
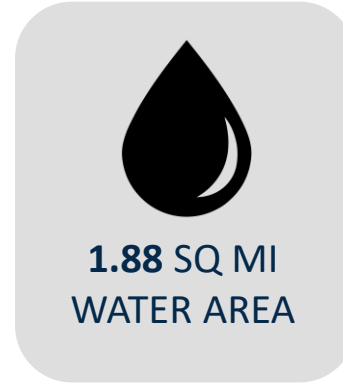
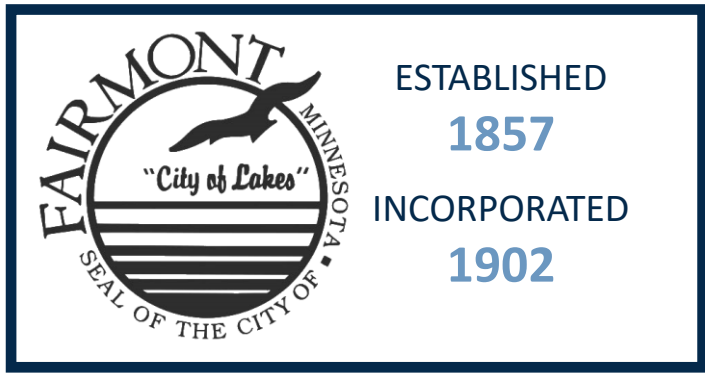
BRADY POWERS, **WATER/WASTEWATER SUPERINTENDENT**

NICK LARDY, **PUBLIC WORKS SUPERINTENDENT**

MARTIN MEIXELL, **ELECTRIC DISTRIBUTION SUPERINTENDENT**

TOM DONNELLY, **LIQUOR STORE MANAGER**

LEE STEINKAMP, **AIRPORT MANAGER**



Fairmont At-A-Glance

Fire Department

Department Information

- Trained, paid on call department
- Agreement with United Township Coop Fire Association
- 30 firefighters, with over 353 years of combined experience



Fire Department

Statistics/Data

RESPONSE CALL TOTALS	FIRE CALLS	36	19%
	RESCUE & EMS	54	29%
	HAZARDOUS: NO FIRE	20	11%
	SERVICE CALLS	8	4%
	CANCELLED EN ROUTE	38	21%
	FALSE ALARMS	22	12%
	SEVERE WEATHER	5	3%
	EXPLOSION/OVERHEAD: NO FIRE	2	1%

TOTAL PROPERTY
LOSS REPORTED

\$20+ mil



PEAK DISPATCH DAYS

MONDAY &
FRIDAY



PEAK DISPATCH
HOURS

13:00
16:00
17:00



Police Department

Department Information

- 20 full-time employees
- 5 part-time employees
- 9 squad cars, 1 pick-up and 1 undercover vehicle

Statistics/Data

- Response to 9,117 service calls; up 5.5% from 2021
- 40 arrests for meth related offenses; down 23% from 2021
- 88 arrests for Part I and 303 arrests for Part II offenses, up 5.7% from 2021
- Highest call volume: Monday
- Most calls for service occur between 9 pm – 10 pm



Police Department

Highlights

- Addition of 2 Use of Force/Taser Instructors and a Firearms Instructor
- Purchased 8 additional WatchGuard Body Cameras, totaling 16 in use
- Continued staff wellness programs highlighting physical/mental wellbeing
- Hosted Fairmont Night Out and participated in Adopt a Cop and Shop with a Cop

**HERE
FOR
YOU** **24|7|365**



Community Development

Department Information

- 3 full-time employees

Statistics/Data

464

RESIDENTIAL BUILDING PERMITS ISSUED



62

COMMERCIAL BUILDING PERMITS ISSUED WITH VALUE OVER



\$16 MILLION

LAND DISTURBANCE PERMITS ISSUED

35



PLANNING & ZONING PERMITS	2021	2022
ZONING PERMITS	107	97
VARIANCE PERMITS	8	5
CONDITIONAL USE PERMITS	3	2
HOME OCCUPATION PERMITS	2	1



Community Development

Highlights

- Implementing community development software for greater efficiency
- Updating City Zoning Code to improve flexibility
- Involvement with Fairmont Area Life Positivity Campaign
- Purchase of new Industrial Park property approved
- FEDA Facade Program approved to assist local businesses



City Clerk

Department Information

- 1 full-time employee

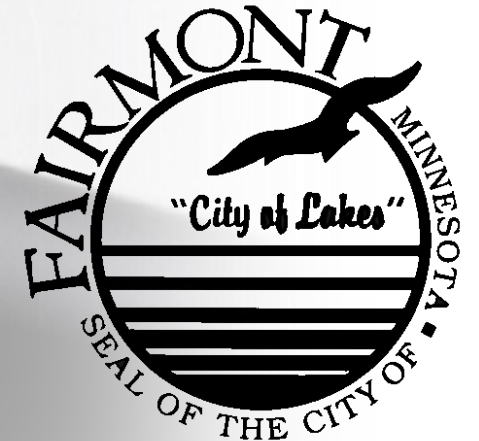
Highlights

- 73 data requests
- Record Management/Document Imaging of historical city records
- Organized, instructed and oversaw 51 election judges for 3 elections

LICENSES & PERMITS ISSUED 2022	LIQUOR	34	TEMPORARY LIQUOR	16
	CIGARETTE	14	TRAPPING BEAVER PERMIT	2
	TAXI	1	GOOSE HUNTING PERMIT	39
	REFUSE HAULING	5	ARCHERY DEER PERMIT	11
	EVENT PERMIT	37	ATV PERMIT	4
	THEATER PERMIT	1		

29

**COUNCIL MEETINGS
& WORK SESSIONS**



**REGULAR COUNCIL
MEETINGS
5:30 PM
2ND & 4TH
MONDAYS
OF EACH MONTH**

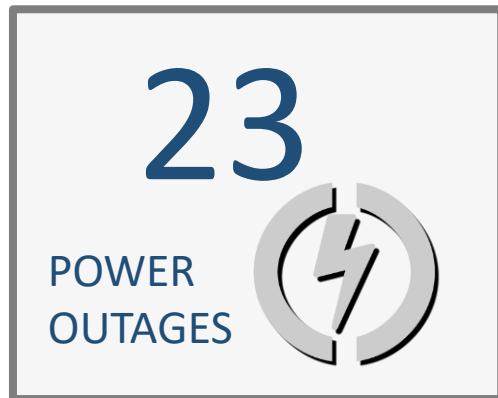
Electric Department

Department Information

- 10 full-time employees

Statistics/Data

- 6,089 electric meters
- 136.61 miles of electric distribution system are maintained
- 11 miles of 69KV transmission lines
- 3 substations & 1,474 transformers



Electric Department

Highlights

- Replacement of 3 high voltage switches, moving from live front to dead front for reliability and safety
- Installation of LED lighting at Veterans Park
- Installed meters for Advanced Metering Infrastructure (AMI) network
- Recognized by the American Power Association & Southern Minnesota Municipal Power Agency (SMMPA) for excellence in electric reliability



Wastewater Department

Department Information

- 5 full-time employees
- 1 seasonal employee

Statistics/Data

- Treated 457,490,000 gallons of wastewater
 - 99.03 % removal of CBOD
 - 96.77 % removal of TSS
 - 89.21 % removal of Phosphorus
 - 98.12 % removal of Ammonia

Highlights

- Replacement of pumps and electrical panels at lift stations
 - Johnson Street
 - Albion/Lair
 - Albion/Webster
 - Woodland/Lake Park Blvd
- Sliplined 7,800 feet sanitary sewer
- Comprehensive cleaning of anaerobic digesters
- Rebuilt a waste tank mixer and a return activated sludge pump



Water Department

Department Information

- 11 full-time employees
- 1 seasonal employee

Statistics/Data

- 504,224,494 gallons of water treated
- 1,289 tons of lime sludge produced
- 565 hydrants and 88 miles of water mains
- 3 water towers, 2 ground storage tanks and 1 industrial booster station

Highlights

- Installed new servers
- Completed restoration work to close lime ponds
- Completed the Nitrate Bioreactor project
- Implemented a polymer blend system and a fluoride feed system
- Updated leak locating equipment
- Repaired 17 water leaks



Airport

Department Information

- 1 full-time employee
- 35 based aircraft onsite, with 0 hangar slots available
- 8 buildings
- Approximately 35 acres of pavement
- Two 10,000-gallon fiberglass underground fuel storage tanks

Statistics/Data

- Increase of jet fuel sales by 15.5% (44,592 gallons)
- Increase of gas sales by 12% (27,415 gallons)
- 9,400 operations, based on FAA Airport Master Record (5010)



Interior and exterior renovations will be conducted during 2023 to the 38-year-old terminal building.



Finance Department

Department Information

- 7 full-time employees

Highlights

- Certificate of Achievement for Excellence in Financial Reporting issued by the Government Finance Officers Association (GFOA) annually from 1991 to current
- Implementation of Advanced Metering Infrastructure (AMI) network to improve efficiency and accuracy of city meter reading process and utility billing
- Various financial software updates and AMI software integrations completed to ensure compatibility and accurate transfer of meter data



GFOA
CERTIFICATE OF
EXCELLENCE IN
FINANCIAL REPORTING

Aa3

MOODY'S BOND
RATING

CITY BUDGET

\$46

MILLION

Liquor

Department Information

- 3 full-time employees
- 15 part-time employees

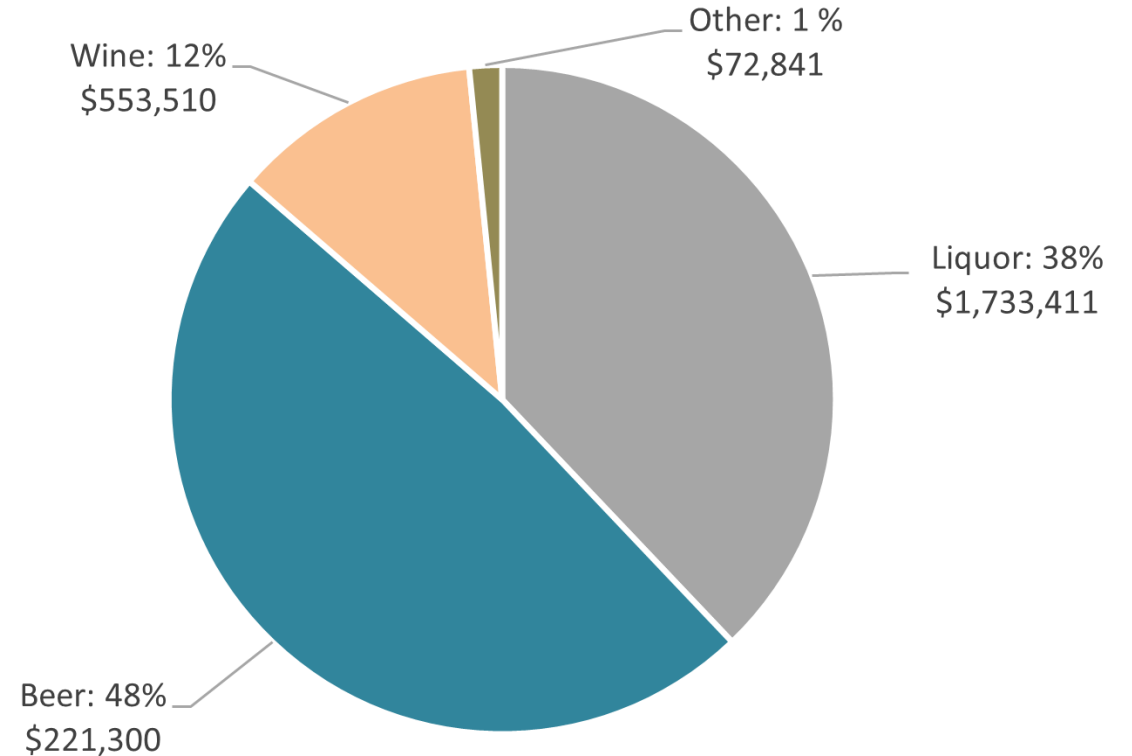
Statistics/Data

- Over 152,000 customers served
- Average purchase: \$32.89

Highlights

- Projects funded for 2022 include:
 - \$10,000: Skate Park Repairs
 - \$26,550: Aquatic Park
 - \$30,000: Gomsrud Park Planning
 - \$35,000: Airport
 - \$51,000: SMEC
 - \$20,000: Playground Equipment
 - \$20,000: Concession gazebo (soccer complex)
 - \$50,000: Concession canopy (sports complex)
 - \$150,000: Cedar Creek Park trail expansion
- Successful completion of “Alcohol Awareness Training”

2022 Total Sales: \$4,574,062



Fairmont Liquor
Competitive Prices - Large Selection - Great Service

Engineering Department

Department Information

- 4 full-time employees
- 1 seasonal employee

Highlights

- Completed 2021 projects: Fairlakes Avenue, CR39 Utility Extension, Dutch Creek Habitat & Nitrate Bioreactor
- Prepared plans and specs for 2022 sewer lining project
- Performed pavement inspection and rating of street, trails and parking lots
- Updated Stormwater Management Ordinance for MS4 permit compliance
- Monitored water quality with UMN at Nitrate Bioreactor
- Updated City GIS system
- Continued implementation of asset management software

10

UTILITY PERMITS
ISSUED



24

RIGHT-OF-WAY
PERMITS ISSUED

5

WETLAND
CONSERVATION ACT

APPLICATION REVIEWS

Park Department

Department Information

- 10 full-time employees
- 5 seasonal employees

Statistics/Data

- Parks/Green Space
 - 35+ parks/green spaces, with 22 shelter buildings
 - Over 250 benches and 100 picnic tables
 - 20 fishing docks with 5 public access sites
 - 22 playgrounds
- Inspection, maintenance and oversight of 5 irrigation systems
- Maintenance of 20+ City-owned buildings
- Snow removal and storm cleanup



Park Department

Highlights

- Upgraded Sylvania Park concession building, incubator building and Wastewater Treatment Facility
- Planted and cared for 1,050 flowers and 25 new trees with over 44,000 gallons water used to hydrate the plantings
- Installed 6 donated park benches
- Trimmed over 2,000 trees and removed 100+ trees, many with Emerald Ash Borer
- Annual participation in Arbor Day Celebration, fall leaf collection program and city-wide clean up events

“Parks and playgrounds are the soul of a city. ”

Marty Rubin



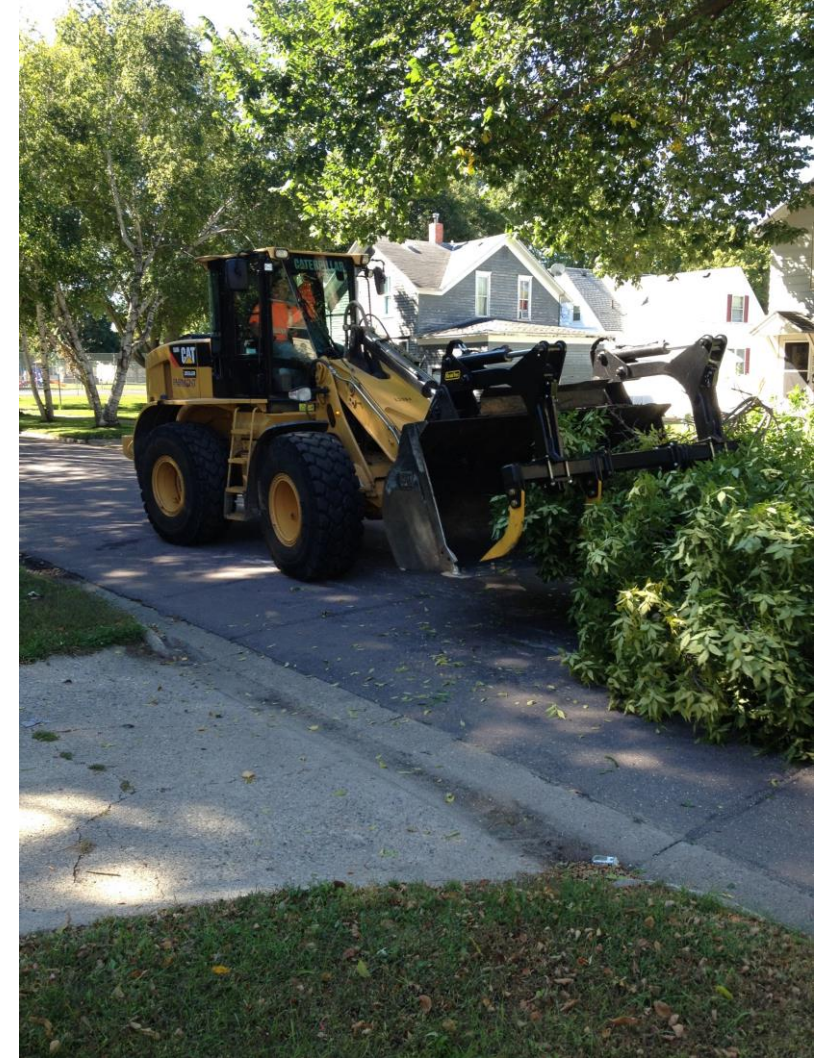
Street Department

Department Information

- 11 full-time employees
- 1 seasonal employee

Statistics/Data

- Maintenance and repair to more than:
 - 74 miles of streets and alleys
 - 8 bridges
 - 15+ storm sewer grit structures
 - 41 miles of storm sewer
 - 1,932 storm sewer catch basins
 - 85 storm sewer outlets
- Maintain and annually inspect 45+ vehicles/trailers for DOT certification
- Maintenance and repair of entire city fleet
 - 25 large vehicles
 - 35 small equipment pieces
 - 8 fire department vehicles
 - 14 heavy equipment machines
 - 29 trailers
- Maintenance of tree/compost area
- Boulevard tree trimming, removal and stump removal
- Snow removal and storm cleanup



Street Department



Highlights

- Approximately 800 tons of blacktop were applied for street/parking lot asphalt repairs
- Over 10 tons of material were used for street/parking lot crack filling
- Application testing and use of a salt brine generator
- Ordered 200 tons street de-ice salt and 1,000 tons sand
- Annual participation in fall leaf collection program and city-wide clean up events

Aquatic Park

Department Information

- 66 seasonal employees

Statistics/Data

- Situated on 3.5 acres on the southern edge of Fairmont
- Seasonal operation since 1999
- Zero-depth kiddie pool, splash pool, diving pit and recreational pool with expansive sand lot and concession stand on site

Highlights

- Staffing restructure to include seasonal manager
- Completed repairs for kiddie/splash pool leaks
- Sold 229 season memberships
- 2022 open swim attendance: 21,060 visitors



GET PAID TO BECOME CERTIFIED!!!

